

26 MAY 1955

Chief, Management Staff, DD/S

Chief, Budget Division

Proposed T/O Increase, Office of Research and Reports

1. Reference is made to memorandum dated 2 May 1955 from the Assistant Director, Office of Research and Reports to the Deputy Director (Support).
2. The AD/ORR requests T/O approval of six additional positions (3 GS-12, 2 GS-11, 1 GS-7) in the Geographic Area to provide Urban Area Studies for DD/P operational needs.
3. The proposal indicates that an increase of these six positions, three each to be added to the present staffs of the Geography and Cartography Divisions of the Geographic Area of ORR will insure the production of 10 studies per year. This rate of production results from agreement between the AD/ORR and Chief, FI DD/P and would provide for top priority requirements, covered in Tab B of the proposal.
4. If the proposal is approved it is not believed any financial requirement would be necessary in Fiscal Year 1955 due to the approaching end of the fiscal year. In Fiscal Year 1956, an additional amount of \$37,205 would be required on a full year basis at the proposed grade level. Discussions with the Special Assistant to the DD/I (Admin) and ORR indicate, and this office concurs, that any resulting costs can be absorbed within the Fiscal Year 1956 allowances of ORR.

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